ECONOMIC DEVELOPMENT & DIVERSITY COMPLIANCE DEPARTMENT
SMALL BUSINESS ADVISORY COMMITTEE (SBAC)
MEETING SUMMARY
Thursday, January 26, 2023

Meeting Summary

Carolyn Jones called the meeting to order at 4:07p.m. Lavinia Freeman conducted the Roll Call. Carolyn welcomed SBAC's newest appointees: Wayne Clark, Esq. and Syd Corbin, and members and staff introduced themselves. The agenda and December 15, 2022 SBAC Meeting Summary were unanimously approved.

Closing the GAP Forum Recap

Lavinia Freeman stated the purpose of the forum was to connect with the Pompano Beach business community to share information and data and receive feedback on doing business with Broward Schools. Carolyn attended the forum and stated Robert's emphasis was on the economic impact percentages, spurring conversation about why and how the numbers were so low and what can be done to change this. She observed the community appeared to be unaware of activities, opportunities, and information available. Robert and staff shared the department's extensive social media engagement for outreach purposes. The Economic Development & Diversity Compliance Department also conducts email campaigns and targeted marketing for active solicitations. The attendees offered to act as "liaisons" to share information in the community, and they also believed the churches are key to connecting with the community. The meeting resulted in a list of recommendations from the community that was provided to SBAC.

Dodie Keith-Lazowick stated the suggestions have been echoed for years, and the challenge is that most of them are not quick and easy. Some involve the procurement process like the multi-year Construction Manager At-Risk projects that were previously awarded and are done. Also, revising EDDC's placement on the organizational chart was completed. Lavinia informed the committee that in 2019, the Supplier Diversity Outreach Program was moved from the Procurement & Warehousing Services Department (PWS) and became EDDC which reports to the Chief Financial Officer.

Shaheewa Jarrett-Gelin agreed that everything on the recommendation list has previously been discussed at length, including how the hard-bid procurement methods makes it difficult for small businesses to compete because they are unable to get the same pricing as bigger firms and they are unable to float projects. This input enabled some projects to go back on the streets as Request for Proposals which incorporate other factors. She stated this is important as to the necessity for EDDC to stand alone from PWS. Shaheewa recommended a similar forum be held, in a more centralized location, to update the community (including Pompano Beach attendees) on what has occurred stemming from past suggestions. Regarding the recommendation to assist with bonding, Carlton stated, in most cases, financing and bonding require collateral and asked is there a tiered program that can increase over time. He also asked what can be done to help small businesses procure commodities noting preferred customers get better pricing.

Carolyn asked what has been done to address long-standing issues. Dodie replied EDDC has held workshops to pair banks with the small business community and recommended planning similar events again. She stated, however, some issues affecting small businesses are a result of the way the free market operates. Carlton added some contractors have assisted their subs with payment issues by helping them with payroll and by purchasing materials. He also observed there are extensive delays in getting materials delivered.

Shaheewa asked about the prompt payment policy, and Lavinia clarified that Policy 3320 includes a provision for certified primes to receive payment in Net 7 as opposed to Net 30. Dodie stated there is a bottleneck in the District where prime payments are being held up for many months, and requested the issue be added to the next SBAC agenda to determine why the District is slow to pay approved invoices. Lavinia encouraged Dodie to contact Robert so the issue can began to be addressed immediately.

Furthermore, if a certified sub is having payment issues, they are advised to contact EDDC to help resolve the matter. Dodie mentioned it is tough for subs because they do not want to harm the relationship with the prime. Lavinia stated B2G gives EDDC a better view of prime payments, and the system requires subs to verify payment from the prime.

Carolyn suggested SBAC address both ends of the spectrum: 1. Help firms access in District opportunities and 2. Eliminate the bottleneck affecting prime payments.

SBAC School Board Report

Carolyn asked the members to review the Board Meeting schedule provided, and at the next SBAC meeting, select a date to present the SBAC School Board Report. She also asked presenters to find a replacement if they are unable to attend as originally planned. Marie recommended a backup is in place for each presenter. She volunteered to present at the February 15th Regular School Board Meeting (RSBM) and Carolyn is presenting at the March 14th RSBM, with Marie as her backup.

Regular School Board Meeting **Dates and Presenters**

Wednesday, February 15, 2023	Marie Compas
Tuesday, March 7, 2023	Carolyn Jones (Backup: Marie Compas)
Tuesday, April 11, 2023	TBD
Tuesday, May 9, 2023	TBD
Tuesday, June 13, 2023	TBD
Tuesday, July 18, 2023	TBD
Tuesday, August 8, 2023	TBD
Tuesday, September 12, 2023	TBD
Tuesday, October 10. 2023	TBD
Tuesday, November 8, 2023	TBD

Future SBAC Meeting Dates

Thursday, February 23, 2023	Thursday, May 25, 2023
March (*No Meeting due to Spring Break*)	Thursday, June 22, 2023
Thursday, April 27, 2023	

The meeting adjourned at 4:58 p.m.

Attendance

SBAC Members Present	Appointing Board Member
Carolyn Jones, Chair	Lori K. Alhadeff, District 4, Chair
Shaheewa Jarrett Gelin, Vice Chair	Member At-Large
Carlton Crawl	Torey Alston, Vice Chair, District 2
Hebertney Perez	Sarah Leonardi, District 3
Syd Corbin	Dr. Jeff Holness, District 5
Wayne Clark, Esq.	Brenda Fam, Esq. District 6
Marie Compas	Nora Rupert, District 7
Dodie Keith-Lazowick	Dr. Allen Zemen, Countywide At-Large, Seat 8
Brian Farrell	Member At-Large
SBAC Members Absent	
Gino Perez-Ferrari	Representing District 1
Jimmy Witherspoon	Debra Hixon, Countywide At-Large, Seat 9
Guests	
Thomas Lazarre, Small Business Owner	
Economic Development & Diversity Compliance Department Staff Present	
Jasmine Jones, Manager (Business Intelligence & Process Management Section)	
Lavinia Freeman, M/WBE Specialist III (Business Intelligence & Process Management Section)	

Approval of Minutes:_____